

NEW JERSEY DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT  
DIVISION OF WAGE AND HOUR COMPLIANCE  
**SUPPLEMENTAL INFORMATION FORM**

To receive a New Jersey certificate of registration (provided you have already obtained a Federal Farm Labor Contractor Certificate of Registration) you must supply the following information and be aware of the requirements listed below to comply with the New Jersey Crew Leader Registration Act (NJSA 34:8A7 et seq.).

APPLICANT \_\_\_\_\_  
(Last) (First) (Middle)

Federal Reg. No. \_\_\_\_\_ ☐ CL SSN 

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☐ AG

Address: \_\_\_\_\_ Badge No. \_\_\_\_\_

**DESCRIPTION OF VEHICLES USED TO TRANSPORT WORKERS**

TYPE	YEAR	MAKE	COLOR	CAPACITY	LICENSE PLATE NO.	STATE

IN ADDITION TO ANY OTHER RESPONSIBILITIES IMPOSED BY LAW UPON THE CREW LEADER, HE SHALL COMPLY WITH THE FOLLOWING:

**DISPLAY OF CERTIFICATE:** All registered crew leaders and their agents shall wear and display identification badges when engaged in crew leader activities.

An agent of the crew leader is subject to the same provisions of the law as the crew leader.

The crew leader is responsible for the activities of any agent designated by her/him.

**RESPONSIBILITIES OF CREW LEADER:** Notify the commissioner immediately of any change of address.

Conspicuously display at all times a hand bill (bilingual) including:

Terms and conditions of employment; Name and address of crew leader; Name and address of employer;

Date or period that employment is offered; Schematic pay schedule.

Designate an agent to accept service of summons when she/he, the crew leader, is not available.

When party to the disbursement of wages, pay workers on the same premises labor was performed immediately on termination of employment.

**DISCRIMINATORY CONDUCT:** Any crew leader found guilty of taking adverse action against any seasonal farm worker is liable for back wages, exemplary damages in treble the amount of back wages, costs and attorney fees.

**PENALTIES:** Failure to comply with this act may result in:

Denial, suspension or revocation of a certificate of registration.

Criminal prosecution with fines up to \$1,000 for each violation, or imprisonment of not more than 6 months, or both.

Civil injunctive action, or penalty of \$500 for each violation.

I hereby certify that the information given above is true and accurate to the best of my knowledge and belief, and further, that I have read and fully understand the requirements above.

\_\_\_\_\_  
Person Issuing Certificate

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

For a copy of the law or additional information, visit [www.nj.gov/labor](http://www.nj.gov/labor) (point to *Program Areas* and click on *Labor Standards*), or visit the Hammononton or Vineland One-Stop Career Centers, or contact the Division of Wage and Hour Compliance, PO Box 389, Trenton, NJ 08625-0389.

**SUBSTITUTE SERVICE**

The following authorization is executed pursuant to Section 10(e) of the New Jersey Crew Leader Registration Act, P.L. 1975, C49 amending the supplementing P.L. 1971, C192.

"I do hereby designate and appoint the Commissioner of the New Jersey Department of Labor and Workforce Development as my lawful agent to accept service of summons in any action against me at any and all times during which I have departed from the jurisdiction in which such action is commenced or otherwise have become unavailable to accept service, and under such terms and conditions as are set by the court in which such action has been commenced."

\_\_\_\_\_  
Signature of Applicant

Subscribed and sworn to me before this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_.

\_\_\_\_\_  
Officer administering the oath.

1. What is the minimum wage?

¿Cuál es el salario mínimo?

☐ \$4.05   ☐ \$3.40   ☐ \$3.25   ☐ \$3.80   ☐ \$5.15

2. John Doe works for crew leader Richard Roe driving a bus. Jane Doe works for the crew leader as an assistant counting piece-work tickets. Who must register as an employee?

Juan Pérez trabaja para el encargado de trabajadores Ricardo Reyes manejando un autobús. Juana Pérez trabaja para el encargado de trabajadores como ayudante de contar los boletos de producción. ¿Quién tiene que registrarse como empleado?

☐ John Doe only   ☐ Jane Doe only   ☐ Both John and Jane  
Sólo Juan Pérez   Sólo Juana Pérez   Ambos Juan y Juana

3. Must either the crew leader or farmer keep a pay record for every worker?

¿Es necesario que alguien mantenga la nómina de pagos para cada trabajador sea el encargado de trabajadores o sea el dueño de la finca?

☐ Yes   ☐ No  
Sí   No

4. Must the workers be paid before they leave the farm?

¿Los trabajadores tienen que ser pagados antes de dejar la finca?

☐ Yes   ☐ No  
Sí   No

5. A crew leader who transports her/his workers must have proper insurance on her/his vehicle.

Un encargado que transporta a sus trabajadores tiene que tener seguro adecuado para su vehículo.

☐ True   ☐ False  
Cierto   Falso

6. How old must children be to work on a farm?

¿Cuál es la edad mínima que tienen que tener los menores para trabajar en una finca?

☐ 10   ☐ 11   ☐ 12

7. The crew leader must have her/his registration card with her/him when working.

El encargado de trabajadores tiene que tener con él su tarjeta de registración cuando esté trabajando.

☐ True   ☐ False  
Cierto   Falso

8. Which two of the following must be on pay records?

¿Cuáles dos entre las siguientes cosas tienen que estar en las nóminas de pago?

☐ Sex   ☐ Name   ☐ Race   ☐ Net Pay   ☐ Age   ☐ Religion  
Sexo   Nombre   Raza   Paga Neta   Edad   Religión